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ABSTRACT

This annotated bibliography lists 49 resources for ensuring high quality school-to-work opportunities for young women. These resources are grouped into 10 categories: print material for middle and high school girls; videos for middle and high school girls; administrator/school guides; curriculum guides/resources for teachers; resources for parents; reports and studies; posters and other promotional items; journal articles/editions; selected bibliographies; and sexual harassment materials. Entries are arranged alphabetically by author, or by title if the author is an organization. Each entry for a print resource follows this format: author, title, year of publication, source and address, telephone number, and annotation. Information provided for video resources includes title, date, source and address, telephone number, and annotation. (YLB)

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ED 380 567

WIDER OPPORTUNITIES FOR WOMEN

— DRAFT —

RESOURCES FOR ENSURING QUALITY SCHOOL-TO-WORK OPPORTUNITIES FOR YOUNG WOMEN

I. Print Material for Middle and High School Girls

Bingham, Mindy; Judy Edmundson and Sally Stryker. *Choices: A Teen Women's Journal for Self-awareness and Personal Planning.* 1987. Advocacy Press, PO Box 236, Santa Barbara CA, 93102.

> A workbook for teen-aged girls to prepare them to be independent, self reliant women. Includes a chapter devoted to high-pay nontraditional career options, the importance of math, and stories of other young women who were pioneers in nontraditional careers.

Fernandez, Maria. *Mariposa.* 1993. California Department of Education, Publications Depatment, P.O. Box 271, Sacramento, CA 95802-0271. (916) 445-1260.

> Written for young Hispanic women to encourage them to take an active role in deciding the course of their future. Helps them develop self-esteem and cultural pride through a series of activities and exercises. The workbook also focuses on career planning skills and introduces nontraditional careers.

Fort, Deborah C., *A Hand Up: Women Mentoring Women in Science.* 1993. The Association For Women in Science, 1522 K Street, NW, Suite 820, Washington, DC 20005.

> This book provides resources and advise for young women seeking mentors in science and for those willing to serve as mentors. It features interviews with ethnically diverse women scientists and students who offer their own experiences, insights and contact information to help young women learn about both the barriers and rewards of a career in science. Also includes a comprehensive list of national and federal organizations made up and/or supportive of women in science.

Mims, Grace Ann and M. Harry Daniels, Ph.D. *The Career Mystery: Whose Decision Is It, Anyway?* 1990. Illinois State Board of Education, Department of Adult, Vocational and Technical Education. Available from The Curriculum Publications Clearinghouse, Western Illinois University, Horrabin Hall 46, Macomb, IL 61455, (800)322-3905.

> Student workbook designed to help young men and women understand how to integrate their own career expectations with the expectations of their family and prospective employers. Emphasizes that career choices are not made in isolation and deals specifically with familial and societal barriers to nontraditional employment opportunities for young men and women.

Walker, Winifred. *Talking Together.* 1987. Etna Union High School, Project TEAM, P.O. Box 340, Etna, CA 96027, (916) 467-5767.

CE 068 426

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K Watkins
TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

Manual designed to help teens and adults talk about career decisions and family issues. Topics include changes in family roles, balancing work and family, building skills, and exploring nontraditional occupations.

II. Videos for Middle and High School Girls

Changing Channels: High Tech Careers for Women. 1991. Missouri Department of Elementary and Secondary Education in cooperation with Special Vocational Services, P.O. Box 480, Jefferson City, MO 65102.

Five part video series with separate curriculum guides include:

High Tech Careers for Women- Introduction
High Tech Careers for Women- Aviation and Avionics
High Tech Carrers for Women- Drafting and Computers
High Tech Careers for Women- Electronics and Robotics Manufacturing
High Tech Careers for Women- Laser Technology

Each part of the series is divided into two tapes. The first tape shows students doing hands-on work at a vocational school or community college in Missouri. It also features interviews with women currently working in these nontraditional high tech careers. The second tape is a panel discussion of women invloved in the featured nontraditional field.

Futures Unlimited. Consortium for Educational Equity, Rutgers, The State University of New Jersey, Livingston Campus, Building 4090, New Brunswick, NJ 08903, (908) 932-2071.

Three 29-minute videos with separate, supplemental poster sets include:

Futures Unlimited I: Expanding Your Horizons in Mathematics and Science. Portrays six college graduates working in nontraditional careers in research, development, and management.

Futures Unlimited II: Expanding Your Horizons in Technical and Vocational Education. Profiles five women working in high-paying trades and technological jobs.

Just Between Sisters: Minority Women in Technology. Features young African-American and Hispanic women working in the world of technology.

Mirror/Mirror. Developed for the West Virginia Department of Education. Available from the VAP Foundation, 23 Meadow Drive, Camp Hill, PA 17011-8331, (717) 761-3381.

This 10 minute video features a high school girl considering her future and realizing how important it is to take as many math and science courses as possible. Her self-evaluation encourages young women to consider nontraditional career choices such as engineering and drafting. Included with the video are reproducible activity worksheets, teacher answer sheets and overhead transparencies.

Mythbusters II. Benchmark Productions. 1993. Developed for the New Jersey Department of Education, Office of Adult Occupational Education. Available from the New Jersey Career

Equity Assistance Center for Marketing and Resources, Middlesex County Vocational and Technical School, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

This videotape encourages girls and boys to break away from the myths and stereotypes which discourage them from entering nontraditional careers. Includes interviews with role models in the construction trades, pediatric nursing and architectural drafting who communicate a powerful message to students about career choice and satisfaction in doing nontraditional work. Includes a handbook of activities using cooperative learning strategies to infuse equity concepts into math, science, health, communication, history and geography classes.

III. Administrator/ School Guides

Career Links: An Employment-Related Mentorship Program for Economically Disadvantaged Teen Girls. 1990. Women Employed Institute, 22 West Monroe, Suite 1400, Chicago, IL 60603.

A program guide designed for social service agencies, educational institutions, and community based organizations interested in implementing an employment-related mentorship program for disadvantaged girls. Based on the Chicago Career Links program that pairs girls aged 14-18 at risk of dropping out of school with successful working women, this program guide outlines ways to provide career exploration and planning for teenage girls.

Futures Unlimited: Expanding Choices in Nontraditional Careers. 1985. Consortium for Educational Equity, Rutgers, The State University of New Jersey, New Brunswick, NJ 08903, (201) 932-2071.

A conference planning handbook for schools and colleges interested in conducting a conference to promote nontraditional careers and the importance of science and math.

Klein, Susan S., ed. *Handbook for Achieving Sex Equity Through Education*. 1985. John Hopkins University Press, 701 West Fortieth Street, Baltimore, MD 21218.

This comprehensive handbook stresses equity from kindergarten to college. It presents educational and administrative strategies leading to sex equity in schools, government and society. It also describes the economic, scholastic and philosophical benefits of sex equity.

NETwork Project's Model for Recruitment and Retention of Vocational Education Students. 1986. Michigan Department of Education. Vocational Education Resource Center, Michigan State University, East Lansing, MI 48224-1034, 1(800)292-1606.

A program guide designed to bridge the gap between academic and vocational educators. Outlines an overall plan to acquaint prospective students with vocational training opportunities, to assist students in their understanding of how vocational education fits into and enhances their career development, and to help lead students from an early awareness of vocational options at the junior high/middle school level to program enrollment at the end of their sophomore year.

Nontraditional Careers: Tips for Recruitment and Retention. New Jersey Career Equity Assistance Center for Marketing and Resources, Middlesex County Vocational and Technical Schools, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

A 14 page booklet that draws from successful sex equity programs to provide strategies and suggestions for educators to help them implement their own model vocational program.

Nontraditional Occupations: An In-service Package. 1990. Virginia Gender Equity Resource Center, 2200 Mountain Road, Glen Allen, VA 23060-2208, (804) 262-7439.

This package contains information, outlines, handouts, and overheads to encourage teachers to promote nontraditional occupations among their students. Materials easily modified to target students, parents, employers or other community organizations.

Program Planning Guide For a Nontraditional Career Day at the High School Level. 1991. Illinois State Board of Education -- Adult, Vocational and Technical Education -- Vocational Education Improvement Section.

Designed to help coordinators plan a nontraditional career day. Includes tips on how to gain support for a nontraditional career day and offers organizational guidance.

Sanders, Jo and Antonia Stone. *The Neuter Computer: Computers for Girls and Boys.* 1986. Women's Action Alliance, 370 Lexinton Avenue, Suite 603, New York, New York 10017, (212) 532-8330.

This book provides an overview of the computer gender gap plus specific strategies and activities to promote girls' computer use. It also explains how to plan and evaluate a computer equity program. Useful resource for parents and students as well as educators and educational policy makers working at the elementary, middle and high school level.

Smith, Amanda J. and Charlotte J. Farris. *Pioneering Programs in Sex Equity: A Teacher's Guide.* 1982. The American Vocational Association, Inc., 2020 North Fourteenth Street, Arlington, Virginia 22201.

A guide for vocational and academic teachers, prevocational teachers, counselors and teacher educators to help them initiate sex equity activities that will encourage students to train and work in nontraditional fields.

Strategies for Success -- Recruiting Students into Nontraditional Programs. 1989. Vocational Equity Research, Training, and Evaluation Center, University of Connecticut, Department of Educational Leadership, U-Box 93, Storrs, Connecticut 06269-2093.

This guide is designed for teachers, counselors, and administrators to help them promote girls' participation in vocational-technical education systems. The guide is divided into four sections and includes recruitment activities for students, community activities, publicity and promotional techniques and personnel activities. Also includes a section on parental involvement.

IV. Curriculum Guides/Resources for Teachers

Career Directions: Mapping Out Your Future. 1992. Pennsylvania Department of Education, Bureau of Vocational-Technical Education, 333 Market Street, Harrisburg, PA 17126-0333, (717) 787-5293.

> A curriculum guide designed for eighth grade girls to help them make educational and career choices free of gender bias, stereotyping, and cultural expectations. Through a variety of classroom activities students learn the impact advertisement, photographs, and the media have on their attitudes about nontraditional career paths. Includes student workbook.

Fairy-Tale Twisters for the '90's and Classroom Activities Guide. 1990. New Jersey Career Equity Assistance Center For Marketing and Resources, Middlesex County Vocational and Technical Schools, 618 New Brunswick Avenue, Perth Amboy, New Jersey, 08861, (908) 293-0510.

> Suited for a wide age group, this book is a collection of fairy tales "remade" with female and male characters in nontraditional roles. Includes activities guide designed to help students recognize cultural traditions and stereotypes that influence attitudes, behaviors and limit their career choices.

Gassman, Roberta and Nancy Deutsch. *Increasing Options Through Life/Work Planning: For Teachers and Counselors to Use With Young People Ages 13-18.* Revised 1990. Wisconsin Department of Public Instruction, Drawer 179, Milwaukee, WI 53293-0179, 1(800) 243-8782.

> A collection of exercises, case studies and discussion guides to help teenagers make less restrictive, stereotyped choices. Encourages junior and senior high students to explore the concept of traditionalism and learn why most women work in segregated, low-paying, low status, dead-end jobs. Specific teaching modules on nontraditional career options for young women.

Horizons: 2000. 1993. George Mason University Press, 6730 East Gedded Lane, Englewood, CO 80112, (303) 721-6998.

> A comprenhensive program to enhance self esteem and help young men and women examine a variety of career choices. Emphasizes the importance of careers in math, science, and technology. Includes worksheets, homework assignments, videos and journals.

Sanders, Jo. *Do Your Female Students Say "No Thanks" to the Computer?* 1987. Women's Action Alliance, 370 Lexington Avenue, Suite 603, New York, NY 10017, (212) 532-8330.

> A brochure to introduce computer equity to faculty, staff and administrators. Helps educators identify a computer gender gap and suggests how they can work to close it.

Secondary Student's Curriculum for Gender Equity in Trades and Technical Careers. 1993. Vocational Curriculum Resource Center of Maine, Kennebec Valley Technical College, 92 Western Avenue, Fairfield, ME 04937, (207) 453-9762, Ext. 170.

Offers suggestions, strategies, student learning activities, and other resources to eliminate internal and external barriers that limit women's access to education, jobs and economic self-sufficiency.

Skolnick, Joan; Carol Langbort and Lucille Day. *How to Encourage Girls In Math & Science.* 1982. Dale Seymour Publications, P.O. 10888, Palo Alto, CA 94303.

This book traces the pattern of girls' involvement with math and science from early childhood through adolescence. Presents educational strategies and 69 math and science activities designed to overcome the influences that cause girls to question their ability in math and science.

V. Resources for Parents

Bingham, Mindy; Lari Quinn, and William P. Sheehan. *Mother Daughter Choices: A Handbook for the Coordinator.* Advocacy Press, PO Box 236, Santa Barbara, CA 93102.

A step-by-step program for mothers and daughters sixth grade and up to explore lifestyle values and career planning. Designed to be used with *Choices: A Teen Woman's Journal for Self-Awareness and Personal Planning.*

Girls Count, 1580 Logan, Suite 540, Denver, CO 80203, (303) 832-6600.

This 8 page booklet gives specific tips on how mothers and fathers can help their daughter achieve in school and build her skills and confidence.

Sanders, Jo. *Does your daughter say "No, thanks" to the computer?* 1989. Women's Action Alliance, 370 Lexington Avenue, Suite 603, New York, NY 10017.

This brochure explains why girls tend to avoid the computer, and how parents can actively encourage their daughter to use and enjoy it even if they don't have a computer at home.

VI. Reports and Studies

How Schools Shortchange Girls- A Study of Major Findings of Girls and Education. 1992. A joint publication of the American Association of University Women (AAUW) Educational Foundation and National Education Association, Available from the AAUW Sales Office, P.O. Box 251, Annapolis Junction, MD 20701-0251, (800) 225-9998.

A startling examination of how girls are disadvantaged in America's schools, grades K-12. The report includes recommendations for educators and policymakers.

Shortchanging Girls, Shortchanging America. 1991. American Association of University Women (AAUW), P.O. Box 251, Annapolis Junction, MD 20701-0251, (800) 225-9998.

Report of findings on a nationwide poll to assess self-esteem, educational experiences, interest in math and science, and career aspirations of girls and boys ages 9-15. The survey examines the differences in attitudes between girls' and boys' perceptions of themselves and their futures. It also looks at the role

of the educational setting in the development of adolescents' aspirations, their career choices and expectations, and their perceptions of gender roles.

Silverman, Suzanne and Alice M. Pritchard. *Building Their Future: Girls in Technology Education in Connecticut*. 1993. The Vocational Equity Research, Training and Evaluation Center (VERTEC), a project of the Connecticut Women's Education and Legal Fund, 135 Broad Street, Hartford, CT 06105-1037.

This study looks at the teaching of technology education in middle school and its impact on girls' decisions to take more technology classes in high school or pursue careers in technological fields. Based on the findings of the project, the study makes recommendations directed to middle school teachers, administrators and guidance counselors to improve girls' early exposure to technology education.

Silverman, Suzanne and Alice M. Pritchard. *Guidance, Gender Equity and Technology Education*. 1993. The Vocational Equity Research, Training and Evaluation Center (VERTEC), a project of the Connecticut Women;s Education and Legal Fund, 135 Broad Street, Hartford, CT 06105-1037.

A report on the impact of guidance counselors and career readiness activities on girls' decisions about future careers in technological fields. Identifies strategies to enable guidance counselors to play a more active and effective role in breaking down barriers to greater participation of girls in technology education.

Styron, Lisa. *Discarded Minds – How Gender, Race and Class Biases Prevent Young Women From Obtaining an Adequate Math and Science Education in New York City Public Schools*. 1987. The Full Access and Rights to Education Coalition and The Center for Public Advocacy Research, 12 West Thirtyseventh Street, New York, NY 10018.

Illuminates the problems in policies and practices within the New York Public School system which cause young women to be ill prepared for available job opportunities. The report explores teacher expectations, teaching and curriculum, tracking, academic guidance and facilities. It ends with a summary of major findings and policy recommendations.

Young, Priscilla M. *The Influence of Parents on the Educational and Occupational Decision Making of Their Children: Reducing Sex Role Stereotyping in Vocational Education*. 1985. ERIC document 277 813.

This document identifies parents as the greatest influence on the educational and occupational decisions made by girls and boys. Analyzes the ways in which parents act as barriers, keeping children from following a nontraditional career path. Also recommends ways for teachers, counselors, and administrators to present parents with employment information to help them encourage rather than discourage their children's entrance to nontraditional training and careers.

VII. Posters and Other Promotional Items

Today's Woman Wears Many Hats. New Jersey Career Equity Assistance Center For Marketing and Resources, Middlesex County Vocational and Technical Schools, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

A bookmark that feature a drawing of a woman wearing hats from a variety of nontraditional occupations. A useful resource to help disseminate information in schools about expanded career options and opportunities for young women.

Why NT? New Jersey Career Equity Assistance Center For Marketing and Resources, Middlesex County Vocational and Technical School, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

A calendar highlighting nontraditional careers. Uses simple language, gives cartoon examples of nontraditional workers, indicates what education and training is needed, and gives reasons for choosing a nontraditional career path.

Women at Work Posters. Organization for Equal Education of the Sexes, P.O. Box 438, Dept. WA, Blue Hill, ME 04614, (207) 374-2489.

Posters feature women working as electricians, mechanics, and carpenters and include a short biography or other teaching aid.

Vocational Equity Clip Art. New Jersey Career Equity Assistance Center for Marketing and Resources, Middlesex County Vocational and Technical Schools, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

Line art to decorate brochures, flyers, newsletters and other print material. Contains illustrations of male and female workers in agriculture, health, marketing, technical, trades, home economics, and business.

VIII. Journal Articles/Editions

"Sex Equity," *Vocational Education Journal.* March 1993.

This edition is dedicated exclusively to sex equity issues. Includes feature articles, "A New Attitude," "Women's Work No More," and "Out of the Frying Pan."

IX. Selected Bibliographies

Girls Count Career Planning Resource Guide. 1993. Girls Count, 1580 Logan, Suite 540, Denver, CO 80203, (303)832-6600.

An eleven page booklet listing resources, curriculum, and girl-serving organizations that were found to avoid sexual stereotypes and promote gender and cultural diversity. Helps school teachers and other educators identify and acquire career planning materials that best meet their classroom needs.

McGee Bailey, Susan. *Girls in Schools: A Bibliography of Research on Girls from Kindergarten Through Grade 12*. 1992. The Center for Research on Women at Wellesley College, 106 Central Street, Wellesley, MA 02181-8259, (617) 283-2510.

Contains listings on sex and gender socialization, teen pregnancy and parenting, vocational education, sexual harassment, and women in educational leadership.

X. Sexual Harassment Materials

Hostile Hallways: The AAUW Survey On Sexual Harassment in America's Schools. 1993. The AAUW Sales Office, P.O. Box 251, Annapolis Junction, MD 20701-0251, (800) 225-9998.

A national study of sexual harassment in school based on the experiences of students grade 8-11. Examines what forms of sexual harassment are prevalent in schools, who is doing it and how schoolchildren are affected by it.

Out of Bounds: Teenage Sexual Harassment. 1993. MTI Film & Video, 420 Academy Drive, Northbrook, IL, 60062. 1(800)777-8100.

This video features a high school girl who is confronted with unwlecome sexual advances when she auditions to sing for a local band. This dramatized scenario is combined with an honest discussion of sexual harassment, what it is, why it happens, and how to deal with it. The program also teaches teens the skills of recognition, communication, self-reflection and personal responsibility.

Sending the Right Signals: A Training Program About Dealing with Sexual Harassment. 1991. New Jersey Career Equity Assistance Center For Marketing and Resources, Middlesex County Vocational and Technical Schools, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

A training package including video, student manual, and trainer's guide. Developed for schools to address the problem of sexual harassment and to provide techniques for students to help combat and prevent harassment.

Sexual Harassment: An Abuse of Power. New Jersey Career Equity Assistance Center For Marketing and Resources, Middlesex County Vocational and Technical Schools, 618 New Brunswick Avenue, Perth Amboy, NJ 08861, (908) 293-0510.

This calendar introduces sexual harassment, outlines the law, and gives tips on promoting a harassment-free environment. Effective way to educate students and increase awareness.

Sexual Harassment: Research & Resources. 1992. The National Council for Research on Women, The Sara Delano Roosevelt Memorial House, 47-49 East 65th Street, New York, NY, 10021, (212) 570-5001.

> This report synthesizes current research on sexual harassment in a variety of settings, including schools. Contains a selected bibliography, a listing of organizations that deal with sexual harassment issues, and a listing of other guides and multi-media tools.

Strauss, Susan and Pamela Espeland. *Sexual Harassment and Teens: A Program For Positive Change*. 1992. Free Spirit Publishing Inc., 400 First Avenue North, Suite 616, Minneapolis, MN 55401, (612) 338-2068.

> For teachers of grades 7-12, this manual addresses the causes and consequences of sexual harassment. Also provides an overview of legal decisions, definitions and examples of what constitutes sexual harassment. Includes unit objectives, scripts, discussion questions, transparencies and handouts.

Strauss, Susan. "Sexual Harassment in the Schools," *Vocational Education Journal*. March 1993.

> This article explores sexual harassment in secondary schools, the law, the consequences, and proposes a plan to help educators combat teenage sexual harassment.